

Giving Children
IN NEED
What They Need
Most



Saint Vincent's



ACCREDITED
Council on Accreditation
for Children and Family Services

July 23, 2003

By Facsimile

Federal Communications Commission
Office of the Secretary
445 - 12th Street, SW
Washington, DC 20554

FCC Appeal
Docket No. 02-6

RECEIVED & INSPECTED

AUG 1 - 2003

FCC - MAILROOM

RE. Billed Entity Number 2553
471 Application Number 250150
Funding Request Numbers 612360, 612454, 612604, 613494, 619973, 622009,
622861, 626134

This letter is to serve as a request for appeal of a decision of an appeal by the Schools and Libraries Division (SLD) of the Universal Service Administrative Company (USAC). The appeal was submitted to the SLD on December 5, 2001, by Saint Vincent's, for Funding Year 2001-2002. The Decision on Appeal was "Denied in Full" in a letter dated June 4, 2003.

For your convenience I have enclosed a copy of the appeal decision letter, dated June 4, 2003. In the denial, the SLD states that, "After thorough review of the appeal and the relevant documentation, it was determined that you failed to establish that you had access to sufficient financial resources to make effective use of the requested discounts". It goes on further to say that: "Based on the documentation available we were unable to establish that you had the resources necessary to make effective use of the discounts requested". What we were not able to supply to the SLD was an approved operating budget for Fiscal Year 2002 (7/1/01-6/30/02). We had communicated verbally with Mr. Michael Deusinger, who was conducting the Item 25 review for the SLD, that not only was our budget process incomplete, but that the process had not even been started. The budgeting process for Saint Vincent's is typically initiated in March and the draft operating budget is presented to the Finance Committee of the Board in May and presented to the full Board of Directors for approval in June. Such was the case for

2425 Highland Avenue, Fall River, MA 02720-4598

Programs of Residential Treatment and Special Education for Children ph. 508.679.8511 fx. 508.672.2558 TTY 508.679.0953
Office for Child Care Services • Department of Education Approved Special Education Facility • Sponsored by the Roman Catholic Diocese of Fall River

2

FY2002. We explained this to Mr. Deusinger by telephone. Clearly, we could have provided operating current operating statements for the period year-to-date and any other back up financial information in lieu of a draft or approved operating budget which was, at that point, as yet undeveloped. Certainly our budget from the previous year showed sufficient financial resources to make effective use of the requested discounts as well as our commitment to technology. Unfortunately, this information was never requested by the SLD. We received funding approvals from SLD for the year previous and the year subsequent to the fiscal year in question and provided sufficient documentation within each application for funding. In fact, the SLD had just completed a selective review for the previous year (FY2001) and had all the financial documentation that supported our ability and commitment to improving access to technology to our students.

There were no further communications, after USAC received our final fax of 4/27/2001, that all issues were not fully addressed. It was not until November 16, 2001 that we received a Funding Commitment Letter informing us that we did not qualify for funding, for the above-stated reasons.

We believe that USAC had in its possession documentation that supported Saint Vincent's commitment to successfully use the technology we requested. Our FCC FORM 471 Certificate Block 6 #25 included a verification from Saint Vincent's Executive Director verifying that: "The schools and libraries I represent have secured access to all resources, including computers, training, software, maintenance and electrical connections necessary to make effective use of the services purchased as well as to pay the discounted charges for eligible services". USAC also had access to financial data which was provided to them just seven months earlier during the previous year's Item 25 Review, a year for which funding was approved. A Technology Budget, as referenced in the SDL's letter dated November 16, 2001, was also provided which showed what the agency had spent the previous year and what it planned to spend in the upcoming year. The fact that the agency had been approved the previous year, after an Item 25 Review, should indicate that the SLD, at that point, believed that Saint Vincent's had the necessary resources to make use of the technology that we had requested.

Another important factor is that the funding year 2000-2001 was not approved until October 2000. Therefore, our entire infrastructure was not yet in place when the Item 25 Review was taking place. In that year, Saint Vincent's expedited expenditure of: sixty-four thousand dollars (\$64,000.00) in computers and other hardware; thirty-five hundred dollars (\$3,500.00) in technology-based training; twenty-four thousand dollars (\$24,000.00) in software; thirty-seven thousand dollars (\$37,000.00) in retrofitting and one hundred and fifteen thousand dollars (\$115,000.00) in maintenance. All this was in support of improving technology in the classroom over an above the requested funding from SLD. We were able to implement components of our technology plan, which is on file with SLD, well in advance of our projected time-table.

It is concerning that it would take USAC five months, from the date of the final fax to Mr. Deusinger, for Saint Vincent's to receive our Commitment Letter, to render a decision that we had not demonstrated resources necessary to support the technology that

we were requesting. The response to our appeal of the funding decision took a year and a half (December 13, 2003 to June 4, 2003) with our making regular contact with SLD staff in attempts to expedite the process.

Further, the denial letter indicated that, because Saint Vincent's had not provided information during the initial application process, additional information submitted as part of the appeal would not be considered. It seems ludicrous that, having complied with each request from SLD and provided information in good faith and as completely as possible during our initial application that, information supplied as part of the appeal, which is not different from earlier representations and/or information but which further enhances and details such information, would not be considered. What then would be the purpose for the appeal, if not to further clarify the funding request and/or issues related to the denial of funding. In fact, Saint Vincent's has had to incur the full expense of the items for which we were denied funding, without the benefit of the SLD discount. Not to do so would have resulted in ineffective utilization of the previous year's funding. In addition, not to do so would also have resulted in our inability to fully implement our technology plan, to which the agency was committed. Having kept pace with our technology development during FY2002 even without the benefit of the SLD discount, also put us in the position of requesting and being granted funding in FY2003 to further implement our technology plan. We remain committed to the development and effective implementation and utilization of the technological advances in each of the fiscal years during which we have requested SLD discounts. We have more than demonstrated our access to sufficient financial resources to make effective use of the requested discounts.

We would appreciate further review of our application and reconsideration of the appeal decision made by USAC.

I have included the complete Appeal that was submitted to the SLD.

Thank you, for your consideration of this appeal. We await your earliest decision.

Sincerely,



Paul Michael
Director of Systems and Operations



Universal Service Administrative Company
Schools & Libraries Division

Administrator's Decision on Appeal - Funding Year 2001-2002

June 4, 2003

Paul Michael
Saint Vincent Home School
2425 Highland Avenue
Fall River, MA 02720-4508

Re: Billed Entity Number: 2553
471 Application Number: 250150
Funding Request Number(s): 612360, 612454, 612604, 613494, 619973,
622009, 622861, 626134
Your Correspondence Dated: December 5, 2001

After thorough review and investigation of all relevant facts, the Schools and Libraries Division ("SLD") of the Universal Service Administrative Company ("USAC") has made its decision in regard to your appeal of SLD's Year 2001 Funding Commitment Decision for the Application Number indicated above. This letter explains the basis of SLD's decision. The date of this letter begins the 60-day time period for appealing this decision to the Federal Communications Commission ("FCC"). If your letter of appeal included more than one Application Number, please note that for each application for which an appeal is submitted, a separate letter is sent.

Funding Request Number: 612360, 612454, 612604, 613494, 619973, 622009
622861, 626134

Decision on Appeal: **Denied in full**
Explanation:

- In your letter of appeal you have stated that the SLD has denied these funding requests because of insufficient support resources. You have noted that the Funding Commitment Decision explanation states that you have not demonstrated that you have secured access to adequate resources to make effective use of the discounts requested. You have asked that the Funding Commitment Decision be adjusted to depict the 90% discount that was originally requested for each of the above-mentioned funding requests. With your letter of appeal you have included documentation regarding Professional Development,

Retrofitting, Budget Resources, and Hardware/Software Resources and you would like the SLD to consider the information.

- After thorough review of the appeal and the relevant documentation it was determined that you failed to establish that you had access to sufficient financial resources to make effective use of the requested discounts. You were sent an Item 25 fax on 3/22/01 and confirmed receipt of this fax on 3/26/01. As your faxed response (received 4/18/01) did not sufficiently address the areas of Professional Development, Retrofitting, and Budget Resources, you were sent a follow-up fax on 4/19/01 requesting specific information for each resource area. You responded by e-mail dated 4/25/01 and indicated that the items requested would be received by close of business on 4/26/01. Your final response was received by fax on 4/27/01, but only addressed professional development. As you failed to provide all of the requested information the Item 25 review was completed with the information SLD had available at that time. Based on the documentation available we were unable to establish that you had the resources necessary to make effective use of the discounts requested. Since you were given the opportunity to provide the necessary documentation during the initial review process, but failed to do so the new information submitted with your appeal will not be considered. Consequently, your appeal is denied in full.
- FCC rules require applicants to certify on each FCC Form 471 submitted that they have secured access to all of the resources, including computers, training, software, maintenance, and electrical connections necessary to make effective use of the services purchased as well as to pay the discounted charges for eligible services. See Schools and Libraries Universal Service, Services Ordered and Certification Form 471, Block 6, Item 25, OMB 3060-0806, October 2000. This requires you to pay your service provider the full cost of the non-discounted portion you owe to your service provider from the funds you budgeted within that funding year.

If you believe there is a basis for further examination of your application, you may file an appeal with the Federal Communications Commission (FCC). You should refer to CC Docket No. 02-6 on the first page of your appeal to the FCC. Your appeal must be RECEIVED BY THE FCC WITHIN 60 DAYS OF THE ABOVE DATE ON THIS LETTER. Failure to meet this requirement will result in automatic dismissal of your appeal. Further information and options for filing an appeal directly with the FCC can be found in the "Appeals Procedure" posted in the Reference Area of the SLD web site or by contacting the Client Service Bureau. We strongly recommend that you use either the e-mail or fax filing options because of continued substantial delays in mail delivery to the FCC. If you are submitting your appeal via United States Postal Service, send to: FCC, Office of the Secretary, 445 12th Street SW, Washington, DC 20554.

We thank you for your continued support, patience, and cooperation during the appeal process.

Schools and Libraries Division
Universal Service Administrative Company



Saint Vincent's

Giving Children In Need
What They Need Most

December 05, 2001

Letter of Appeal
Schools and Libraries Division
Box 125—Correspondence Unit
80 South Jefferson Road
Whippany, NJ 07981

This is a letter to APPEAL the FUNDING COMMITMENT DECISION LETTER (Funding year 4: 07/01/2001—06/30/2002) as dated on November 16, 2001. The applicant is:
St. Vincent Home School
Paul Michael
2425 Highland Avenue
Fall River, MA 02720-4508
pmichael@stvincentshome.org

RE: Form 471 Application Number: 250150
Funding Year 4, 07/01/2001—06/30/2002
Billed Entry Number 2553

We are specifically appealing your Funding Commitment Decision: 50 00-Insufficient support resources and your Funding Commitment Decision Explanation. Applicant has not demonstrated that it has access to adequate resources to make effective use of discounts as you stated for each of the following Funding Request Numbers:
612360, 612454, 612604, 613494, 619973, 622009, 622861, 626134

We are also requesting that the Funding Commitment Decision be adjusted to depict the Discount Percentage Approved by the SLD of ninety (90) percent for each of the FRN's listed above.

In addition, FRN 627492 was also denied due to "30% or more of this FRN includes a request for telephones, voice mail, MOH modules, Nupoint, horns, speakers, controller and labor, which are ineligible products/services based on program rules." This item is NOT included in this appeal request.

For your convenience we have enclosed a copy of the Funding Commitment Decision Letter as well as the Decision Letter Explanation. In support of our appeal, we have enclosed a copy of our budget and referenced appropriate areas for each FRN listed above. The budget line items demonstrate that sufficient funding is and will indeed be available for each FRN noted. In addition, we have enclosed information in support of both our on-going professional development activities and those enhanced workshops, which focus on technology and which took place in July of 2001. These are examples of comprehensive workshops, which have been and continue to be regularly scheduled events that take place at the midpoints of the academic year and during the summer sessions within the context of our broader staff development / training programs.

Professional Development Resources

The management of St. Vincent's Home School is quite aware of their obligation to provide technological experiences to both their staff and students as well as the importance of those experiences being integrated into their regular academic settings. As part of the management's original commitment to technology, St. Vincent's planned for on-going training of all staff and considered these training initiatives are essential aspects of the school's efforts to enhance those technological skills. This is demonstrated by their financial commitment to staff as noted in our staff training budgeted line item Attachment E page 13, *3 of \$30,001.40. To that end, the Staff Development Coordinator at St. Vincent's School develops and implements a monthly training schedule that includes periods for both individualized and small group technology training sessions. In addition, the management added a new staff member to the Instructional Technology Department whose main function is to provide for more in-house training and support for technology utilization.

In June of 2001, St. Vincent's Home School secured the services of MYtime, inc, an Education and Technology Consulting Company in Southeastern Massachusetts to supplement our on-going in-house training efforts. As an example of the comprehensive workshops (Refer to Attachment A) provided through this company, all educational staff members of St. Vincent's School received thirty (30) hours of extensive, hands-on training at the South Coast Technology Center located in Somerset, MA. This center is renowned for its training of educators throughout the Southeastern Massachusetts area and is certified to provide Professional Development Credits to those participants who complete satisfactorily the requirements of each of their workshops. All of St. Vincent's staff members received Certificates of Accomplishment for their training efforts. We have enclosed a letter from MYtime, inc attesting to the training and certification of our staff. MYtime, inc also ensured that all staff members received in-house instruction as outlined in Attachment B. These professional development activities were used to provide the basis for more intensive workshops as noted above. This instruction, provided by St. Vincent's Instructional Technology Staff, originated with four (4) workshops but was and still is augmented by individualized instruction throughout the academic year.

In October of 2001, Mytime, inc was once again contracted to prepare further training for the entire staff. The company is in the process of arranging a series of workshops to enhance utilization by our staff of material from the summer workshops and to assist new teachers in obtaining any necessary training in support of their efforts to utilize the computers and network environment available at our facility. These workshops will take place in January and February of 2002. Enhanced training will also take place in the summer of 2002. A letter of verification from MYtime, inc is enclosed as Attachment C.

Saint Vincent's has undertaken significant technology upgrades which results in significantly more users within all of our educational environments. We have undertaken this development with the understanding that, in addition to the purchase of hardware and software components, we have the responsibility for scheduling and providing resources to train staff- as well as students- in the use of the technology to ensure that the learning potential and utilization of the technology is maximized. We have taken this responsibility seriously and have developed training calendars, provided for relief staff to all staff to avail themselves of the training, and we have budgeted more than sufficiently to cover the expense related to the specialized technology training and ongoing staff development our staff requires.

Budgetary Resources

Budget Approval

On June 12, 2001, at a regularly scheduled meeting of the Board of Directors for the St. Vincent's Home School, the operating budget for fiscal year 02 was approved. An excerpt from the minutes of that meeting include the following sentence, which states "... the Board unanimously accepted the budget proposal for FY 02." Within this operating budget exist line items in support of all technological offerings, the school's Technology Plan; and all e-rate-requested proposals.

Budget Support for E-rate Requests: (Refer to Attachment D)

Attachment D is a copy of the FY02 budget including operating expenses for all telecom services requested under the e-rate program. The following is a breakdown of the total Pre-Discount Amount requested and the total of budget line items from which St. Vincent would make payments for these services. The numbers clearly indicate more than sufficient funding resources with an actual budget excess for telecom related line items of \$33539.26. These additional funds will then be redirected in support of the school's continued technological efforts.

FRN	612360	SPIN	143000904	Nextel Communications	Pre-Discount Amount	\$ 2400.00
	Payment for this service is divided over two line items-Refer to Attachment D pp 13 & 14 items *2 and *6					
FRN	612454	SPIN	143001291	Verizon-New England	Pre-Discount Amount	\$ 6000.00
	Payment for this service is divided over two line items-Refer to Attachment D pp 13 & 14 items *2 and *6					
FRN	612604	SPIN	143018525	Arch Paging, Inc	Pre-Discount Amount	\$ 6529.32
	Payment for this service is divided over two line items-Refer to Attachment D pp 13 & 14 items *2 and *6					
FRN	613494	SPIN	143016432	Trans National Comm.	Pre-Discount Amount	\$ 30749.28
	Payment for this service is divided over two line items-Refer to Attachment D pp 13 & 14 items *2 and *6					
FRN	619973	SPIN	143008600	D.E.G. Associates	Pre-Discount Amount	\$90660.00
	Payment for this service is provided from a single line item-Refer to Attachment D p 14 item *4					
FRN	622009	SPIN	143001291	Verizon-New England	Pre-Discount Amount	\$61440.48
	Payment for this service is provided from a single line item-Refer to Attachment D p 13 item *1					
FRN	622861	SPIN	143000196	South Western Bell	Pre-Discount Amount	\$16261.44
	Payment for this service is divided over two line items-Refer to Attachment D pp 13 & 14 items *2 and *6					

Total Requested Pre-Discount Amount \$214040.52

Budget Line Item Descriptor: TELECOM EQUIP. MAINT./SERVICE	page 13 Amount	\$63068.82
Budget Line Item Descriptor: EQUIPMENT LEASE/RENTAL	page 13 Amount	\$23935.67
Budget Line Item Descriptor: TELECOMMUNICATIONS	page 14 Amount	\$100575.91
Budget Line Item Descriptor: PROFESSIONAL/ACCESS FEES	page 14 Amount	\$59999.38

Total Telecom Budget Amount \$247579.78

FRN	626134	SPIN	143008600	D.E.G. Associates	Pre-Discount Amount	\$ 1480.00
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Capital Budget Line Item Descriptor: COMPUTER EQUIPMENT	page 16 *7 Amount	\$84748.00
This line item covers computer expenses from which internal wiring connections would be paid.		

This letter is also to APPEAL the FUNDING COMMITMENT DECISION LETTER (Funding year 4: 07/01/2001—06/30/2002) as dated on November 16, 2001. The applicant is
 St. Vincent Home School
 Paul Michael
 2425 Highland Avenue
 Fall River, MA 02720-4508

RE: Form 471 Application Number: 258764
 Funding Year 4 07/01/2001—06/30/2002
 Billed Entity Number 2553

We are specifically appealing your Funding Commitment Decision: \$0.00-Insufficient support resources and your Funding Commitment Decision Explanation. Applicant has **not demonstrated** that it has access to adequate resources to make effective use of discounts as you stated for the following Funding Request Number 258764

We are also requesting that the Funding Commitment Decision be adjusted to depict the Discount Percentage Approved by the SLD of ninety (90) percent for the FRN listed above. We offer the Professional Development information previously noted in the letter as well as the following budgetary explanation.

Budget Support for E-rate Requests: (Refer to Attachment D)

FRN	651062	SPIN	143008600	D.E.G. Associates	Pre-Discount Amount	\$16000.00
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Capital Budget Line Item Descriptor: COMPUTER EQUIPMENT	page 16 *7 Amount	\$84748.00
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This capital budget line item covers computer expenses from which hardware and servers would be paid.

Retrofitting

In the comments dated 04/24/01 by Mr. Michael Deusinger, Selective Reviewer, he mentioned "the investment in retrofitting appears low in relation to the level of network resources you are requesting." We have previously supplied information that most of the required retrofitting was completed in year 3 and that the expenses paid for those services were in excess of \$37000.00 and were paid through the agency's regular capital expense budget for FY 2001.

Hardware/Software Resources

There are presently over two hundred (200) computer workstations available at St. Vincent's Home School. These workstations are networked and provide application software, Internet access, and instructional software for all staff and students. We believe that these numbers exemplify both the technological commitment of the Board of Directors and availability of resources at St. Vincent's.

The focus of technology at our school is to provide full access to all educators and students and to assist with classroom instruction by making available all technological resources directly to the classroom via the district network. By having this connectivity, educators will have access to web quests, educational online resources, library media, and communications with increased accessibility to district wide technology curriculum and pedagogical initiatives.

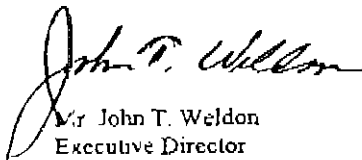
St. Vincent's Home School has indeed come a long way toward providing the necessary educational experiences for its students. Having only participated in the e-rate program since year 3, those funds were indeed a major reason for our success. At present, our efforts have brought us ahead of the scheduled e-rate commitment and that was mostly due to informed purchasing efforts by our staff. In order that this success

continues, however, we need the continued support of the e-rate program. We have enclosed a copy of the St. Vincent's Home Corporation's Financial Statements and Independent Auditors Report (Refer to Attachment E) encompassing fiscal years 2000 and 2001 which clearly indicate sound financial management and effective utilization of our operating and capital expense budgets and those funds provided via the e-rate program. This is made evident by a positive budget margin as noted on page 4 of the report in the amount of \$53045.00. This positive margin resulted even as St. Vincent's expended more funds for technology than their original commitment made to the federal e-rate program.

Such expenditures and efforts are necessary in order to advance our staff and student preparation for the challenges of the 21st century, for we must ensure that our students are prepared to compete in an increasingly global and technological society, to become active learners, critical thinkers and problem solvers.

St. Vincent's Home School thanks you in advance for reviewing and approving for a second year our e-rate-funding request.

Sincerely,



Mr. John T. Weldon
Executive Director

ATTACHMENT

A

MEMO

TO: Jack T. Weldon

Cc: Stephen Fairweather
Joan DeAngelis

FROM: MY time, inc
Daniel L. Maloof, Consultant *DLM*

DATE: June 7, 2001

RE: Confirmation of Training

The following training options and schedule has been set. I believe that this package will give your teachers a tremendous background and encouragement to pursue integration of software into their curriculum. It is comprehensive but affords a great deal of flexibility to tailor all activities to your specific needs. Each session will run from 12 noon to 3:00 p.m. (except for Powerpoint which will run from 12 noon to 4:00 pm) at the South Coast Computer Technology Center at 580 Whetstone Hill Road in Somerset.

Introduction to Microsoft Word 12 hours
July 5, 6, 9, and 10

Microsoft Word makes basic word processing easy and has many powerful and sophisticated features the most common of which all participants will receive exposure to. Through hands-on experience, your staff will develop the facility to create professional-looking documents and be able to incorporate these activities into their classroom settings.

Internet Focus: Locating and Evaluating Online Information 6 hours
July 11 and 12

Your staff will learn to use browsing and searching techniques to effectively locate information on the Internet and to develop the critical thinking skills necessary to evaluate resources. The focus of this workshop will be to learn to use subject directories, search engines and web site evaluation techniques to further advance their knowledge about the Internet in the educational setting.

Introduction to Power Point 12 hours
July 16, 17, and 18 (Please note this change. Course will run from 12 noon to 4:00 pm)

The main feature of the power Point program is the ability to present your ideas using options for outlining, formatting and merging text with graphics and or graphs. In addition the program has the capacity to generate presenter's notes and handouts as well as create computer-based slide show presentations, overhead transparencies and projector slides. Creating and merging graphs and pictures will also be demonstrated.

Please provide me with a list of all participants in order than we may have everything prepared for their training sessions.

Thank you.

Dhm

ATTACHMENT

B

On-Site Training

The following one-hour workshops will be taught by Saint Vincent's Instructional Technology experts in the computer labs located on our two campuses:

Computers and Our Network

- Understanding basic features
- Login Procedures
- Password management
- Making more effective use of computer time
- Become more proficient with the computer
- Integration into curriculum

Databases

- Accessing and using FileMaker Pro databases
- Reading and interpreting data information

Meeting Maker

- Creating Meetings, activities and banners
- Creating and Using address books
- How to create invitations

Email

- Agency policy and procedure
- How to send and receive email
- How to send attachments
- How to reply
- How to forward

Internet Utilization

- Agency policy and procedure
- Use of Search Engines
- Authenticating Information
- Educational Sites to Remember

Basic Troubleshooting—What do I do if....

- I can't login?
- I am unable to print?
- Paper gets jammed.
- Computer won't start up.
- Etc.

ATTACHMENT

C

MYtime,inc
83 Eagle Lane
Somerset, MA 02726
Voice 508-951-9718
FAX 508-678-9985

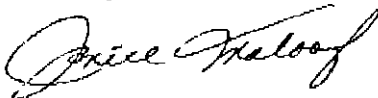
Schools and Libraries Division
Box 125 – Correspondence Unit
80 South Jefferson Road
Whippany, NY 07981

This letter is in support of an appeal by St. Vincent's Home School regarding funding issues for year 4 of the e-rate program.

Please accept this letter as an attestation that training for all educational staff members of St. Vincent's Home School as described in our memo of June 7, 2001 was satisfactorily completed and that all staff members received appropriate Certificates of Completion for the educational contact hours described.

In addition, our company is in the process of arranging further training within the next several months. The details of these workshops are being developed around the needs of the staff, the timeframes for the staff, and our instructors' schedules.

Sincerely,



Janice Maloof
President, MYtime,inc

ATTACHMENT

D



Saint Vincent's
Giving Children in Need

**ST. VINCENT'S HOME CORPORATION
PLANNING & BUDGETING PROCESS
FISCAL YEAR
2002**

ST. VINCENT'S HOME
FY 2002 BUDGET
 June 2001

This budget includes:

Support and Other Revenues estimated to be roughly equivalent to those in the Fiscal Year 2000 projected actuals, with a requested allocation of both Catholic Charities funds and Deegan Trust funds added

Service Revenues based on the maximum per diem rate set by the MA Operational Services Division at July 1, 2001 for the '766' program, which includes a 3.56% annual increase and an additional \$13.77 per day critical care adjustment; a \$35.93 rate increase for the Public School program effective August 1; and a census projection of 162 bedday residents based on a census pattern as follows –

Fall River Campus:

64.0 "766" residents at \$249.57 per diem
 13.5 Public School residents at \$180.28 average per diem
 5.5 DePaul residents at \$210.78 per diem
 4.0 Shelter residents at \$249.57 per diem
 4.0 ART residents at \$311.00 per diem

Group Homes:

24.0 "766" residents at \$249.57 per diem
 14.5 Public School residents at \$180.28 average per diem
 2.0 Independent Living residents at \$120.00 per diem

Westport:

12.0 "766" residents at \$249.57 per diem
 3.0 Public School residents at \$180.28 average per diem
 1.0 Shelter resident at \$249.57 per diem
 14.5 ERC residents at \$311.00 per diem

Salaries and related include –

- a) Direct Care staffing pattern consistent with FY2000 staffing levels and the FY2001 projected census pattern,
- b) A \$.40 per hour Living Wage adjustment for certain categories of direct care and support staff,
- c) A 22% increase to the average teachers' salaries as part of the critical care rate adjustment,
- d) A 5% salary adjustment for management and professional staff missed by either the living wage or critical care adjustment,
- e) A 3% projected merit wage increase for all staff effective at anniversary, and
- f) The addition of 6.00 FTEs including a Special Education Administrator and Teacher, an additional case manager, an additional lead residential counselor, and two administrative positions

Other operating expenses include –

- a) Estimated 2% increase to Health Insurance premiums,
- b) An anticipated 15% increase to heating and air conditioning costs,

- c) The addition of a program consultant for adventure-based counseling,
- d) Replacement of aging lease vehicles,
- e) Certain line items capped closer to FY2000 actual levels as a cost containment measure,
- f) Estimated operating expenses for the balance of line items where applicable, based on FY00 projection through June, with an average 3.6% inflation factor, and
- g) Estimated depreciation and interest costs for the fiscal year based on current capital assets, a capital expenditure budget of \$510,112, and current outstanding loans.

Cash Flow that will provide net cash of over \$770,000 from operations, allowing St. Vincent's to cover debt service of nearly \$308,000 and to make capital improvements of approximately \$510,000, resulting in a reduction to cash of \$114,689. Capital improvements will be evaluated during the budget year to determine whether financing would be financially preferable to purchase. For each \$100,000 in capital improvements financed, up to approximately \$9,000 in interest costs would be incurred in the first year reducing the budgeted surplus by an equivalent amount. The budgeted negative cash flow, however, would be reduced by up to \$75,000

SUMMARY INCOME STATE: St. Vincent's Prepared: 01 Jun 03
 FY02 Budget Process Total all Programs

	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE
OPERATING REVENUE:												
Service Revenue	1,181,581	1,209,196	1,174,797	1,228,976	1,201,140	1,243,013	1,245,410	1,152,388	1,248,817	1,210,288	1,252,791	1,169,462
Other Revenue	30,196	70,547	49,172	35,534	67,136	43,470	33,282	39,140	54,416	50,422	63,644	27,517
Total Operating Revenue	\$1,211,777	\$1,279,743	\$1,223,969	\$1,264,510	\$1,268,276	\$1,286,483	\$1,278,692	\$1,201,528	\$1,303,233	\$1,260,710	\$1,316,435	\$1,196,979
OPERATING EXPENSES:												
Salaries & Benefits	998,489	970,689	986,987	985,131	906,653	1,000,183	1,035,372	940,122	992,951	983,405	973,279	918,994
Departmental expenses	155,292	220,712	219,780	201,111	221,836	209,031	228,765	227,525	216,488	198,347	198,249	217,496
Depreciation	59,228	59,228	59,228	59,228	59,228	59,228	57,333	57,333	57,333	57,333	57,333	57,333
Interest	23,254	23,090	22,813	22,760	22,482	22,428	22,249	21,744	21,914	21,633	21,576	21,294
Total Operating Expenses	\$1,236,263	\$1,273,719	\$1,288,808	\$1,268,230	\$1,210,199	\$1,290,850	\$1,343,719	\$1,246,724	\$1,288,686	\$1,260,718	\$1,250,437	\$1,215,117
NET OPERATING REVENUE	(\$24,486)	\$6,024	(\$64,839)	(\$3,720)	\$58,077	(\$4,367)	(\$65,027)	(\$45,195)	\$14,547	(\$8)	\$67,998	(\$18,138)
OTHER SUPPORT & EXPENSES:												
Other Support & Income	20,781	17,992	19,302	20,477	24,753	37,477	28,153	17,888	32,609	18,068	16,327	18,397
Fundraising Expenses	(9,757)	(8,552)	(17,832)	(14,951)	(12,461)	(7,746)	(8,298)	(7,579)	(19,293)	(12,444)	(8,814)	(7,191)
NET SUPPORT	\$11,024	\$9,440	\$1,670	\$5,526	\$12,292	\$29,731	\$19,855	\$10,209	\$13,316	\$5,624	\$7,513	\$11,206
NET REVENUE & SUPPORT	(\$13,462)	\$15,464	(\$63,169)	\$1,806	\$70,369	\$25,384	(\$45,172)	(\$34,987)	\$27,863	\$5,616	\$75,511	(\$6,932)

SUMMARY CASH FLOW PROJECTION FY02 Budget Process	ST VINCENT'S	Prepared: Revised:	01-Jun-01
RESOURCES PROVIDED:			
Net operating revenue			(\$79,134)
Other support & revenue			\$137,405
	Total Net Revenue		\$58,271
Depreciation not using resources			\$699,366
Sale of Asset			\$0
Loan proceeds			\$0
Change in Accounts Receivable			12,795
	TOTAL RESOURCES PROVIDED		\$770,432
RESOURCES USED:			
Change in Accounts Payable & Accrued Liabilities			43,779
Reduction in mortgage and demand notes			\$307,637
Purchases of property & equipment			\$510,112
Change in other current assets			\$23,593
	TOTAL RESOURCES USED		\$885,121
	NET RESOURCES PROVIDED (USED)		(\$114,689)

CASH FLOW STATEMENT
FY02 Budget Process

ST VINCENTS

Prepared

03 JUN 61

	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	TOTAL FY 02
Beginning Balance	1,771,122	1,653,127	1,674,983	1,555,110	1,405,394	1,146,961	1,223,510	1,105,577	1,111,535	1,250,851	1,346,272	1,308,872	1,771,122
Add receipts													
A/R collections	3,219,184	3,062,167	3,108,471	3,153,271	3,164,077	3,143,863	3,112,856	3,159,520	3,254,906	3,292,077	3,440,956	3,419,495	34,540,843
non A/R receipts	11,440	10,550	11,316	11,297	15,840	25,777	20,051	10,888	23,309	10,868	10,527	11,597	179,500
Interest income	9,341	7,402	8,186	8,180	8,913	7,700	8,102	7,300	7,300	5,800	5,800	6,800	92,924
Restricted income	30,196	70,847	45,172	35,634	67,136	43,470	53,282	39,140	54,416	50,422	65,644	27,517	566,476
TOTAL CASH AVAILABLE	3,041,183	2,803,839	2,852,128	2,764,392	2,661,360	2,371,777	2,397,801	2,332,123	2,453,466	2,611,417	2,869,201	2,771,961	17,160,870
Deduct disbursements													
Payroll	741,507	746,814	757,060	764,751	1,107,266	750,260	784,825	775,080	760,918	769,027	1,152,809	727,777	9,837,875
benefits	178,632	140,735	128,611	189,964	126,039	107,191	227,928	142,997	144,730	197,720	142,630	123,454	1,840,648
Prepaid expenses	12,497	12,320	5,448	3,311	9,173	33	6,586	10,253	5,801	7,553	1,062	1,768	75,806
Other Operating expenses	361,806	313,914	417,111	814,143	203,241	231,104	304,217	221,734	228,304	222,077	157,274	147,118	2,644,928
Interest payments	23,254	23,090	22,813	22,760	22,482	22,428	22,249	21,744	21,914	21,623	21,576	21,294	267,237
TOTAL DISBURSEMENTS	1,317,497	1,076,033	1,311,043	1,205,499	1,468,239	1,101,811	1,245,605	1,173,808	1,155,668	1,218,031	1,515,351	1,067,911	14,676,494
Minimum cash balance required	226,252	423,178	440,093	595,503	244,637	248,714	239,746	247,452	441,710	627,449	221,984	236,614	236,614
TOTAL OPERATING CASH NEEDED	1,543,849	1,499,211	1,571,136	1,800,998	1,712,875	1,350,524	1,485,351	1,421,260	1,597,378	1,845,480	1,737,335	1,304,525	14,913,108
Cash excess or (deficiency)	1,497,414	1,304,622	1,280,993	963,393	948,485	1,021,252	912,450	910,365	896,088	765,937	1,131,866	1,467,436	2,237,763
Investing													
Financial Instruments	0	0	0	0	0	0	0	0	0	0	0	0	0
Capital purchases	(45,896)	(27,896)	(140,896)	(128,260)	(20,896)	(20,896)	(20,896)	(20,896)	(20,896)	(20,896)	(20,896)	(20,892)	(510,112)
Sale of Capital Asset	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL EFFECT OF INVESTMENT	(45,896)	(27,896)	(140,896)	(128,260)	(20,896)	(20,896)	(20,896)	(20,896)	(20,896)	(20,896)	(20,896)	(20,892)	(510,112)
Financing													
Borrowings	0	0	0	0	0	0	0	0	0	0	0	0	0
principal repayments	(24,763)	(24,921)	(25,079)	(25,239)	(25,265)	(25,560)	(25,723)	(25,886)	(26,042)	(26,217)	(26,382)	(26,550)	(307,637)
TOTAL EFFECT OF FINANCING	(24,763)	(24,921)	(25,079)	(25,239)	(25,265)	(25,560)	(25,723)	(25,886)	(26,042)	(26,217)	(26,382)	(26,550)	(307,637)
CASH BALANCE, ENDING	1,651,127	1,674,983	1,655,110	1,405,394	1,146,961	1,223,510	1,055,577	1,111,535	1,250,851	1,346,272	1,308,872	1,658,628	1,658,628
Cash Balance Desired	1,177,035	1,214,491	1,229,480	1,209,002	1,350,971	1,231,522	1,286,386	1,189,391	1,231,353	1,203,185	1,193,104	1,157,784	1,239,800

BALANCE SHEET	ST VINCENTS	Prepared:	01 Jun 01
FY02 Budget Process			
Cash & Equivalents	1,771,122	1,653,127	1,658,433
A/R (net)	1,429,517	1,387,914	1,412,722
Prepaid Expenses	17,734	41,623	39,365
Other Current Assets	508,833	508,833	508,833
Total Current Assets	3,778,244	3,591,497	3,633,354
Fixed or Plant Assets			
Land	570,706	570,706	570,706
Buildings & Improvements	9,419,750	9,419,750	9,419,750
Equipment & Furnishings	2,023,068	2,023,068	2,023,068
Vehicles	60,240	60,240	60,240
Other fixed assets	230,318	276,211	740,427
Total Fixed Assets	12,309,074	12,309,975	12,793,296
Accum depreciation	(1,124,948)	(6,184,716)	(6,824,354)
Total Assets	9,916,395	9,735,736	9,623,191
LIABILITIES AND EQUITY			
Accounts Payable	1,405,456	1,405,456	1,405,456
Deferred Revenue	1,166,973	1,223,554	1,105,575
Long Term Debt	1,945,737	1,945,737	1,945,737
Capital Fund	1,111,564	1,250,913	1,346,098
Unassigned Fund Balance	1,350,901	1,662,698	1,662,698
Total Liabilities and Equity	9,916,395	9,735,736	9,623,191

St. Vincent's Home
 PLANNING AND BUDGETING PROCESS
 FISCAL YEAR 2002
 TOTAL ALL PROGRAMS

	AUDITED FY00	ACTUAL 1/2 FY01	PROJECTED FY01	PROPOSED FY02	% diff
SUPPORT & REVENUE					
SUPPORT					
UNSOLICITED GIFTS & CONTRIB.	\$10,860.74	\$11,311.43	\$16,289.38	\$16,289.38	\$.00
SPIRITUAL CONTRIBUTIONS	3,495.00	270.00	1,100.00	1,100.00	.00
Catholic Charities allocation	.00	.00	.00	100,000.00	.00
RAISING CONTRIBUTIONS	34,446.83	20,311.45	28,955.23	28,955.23	.00
CAPITAL CAMPAIGN DONATIONS	56,891.00	2,000.00	9,700.00	19,700.00	1.03
PROVISION FOR DOUBTFUL PLEDGES	.00	.00	.00	.00	.00
LEGACIES & BEQUESTS	6,697.76	4,232.15	8,316.00	18,316.00	1.20
SPECIAL EVENTS-FESTIVAL	28,990.98	19,190.25	19,190.25	.00	(1.00)
SPECIAL EVENTS-PRAY CHILDREN	.00	.00	.00	.00	.00
SPECIAL EVENTS-OTHER	2,367.80	.00	250.00	15,000.00	59.00
SPECIAL EVENTS-CAPITAL CAMPAIGN	.00	.00	.00	.00	.00
IN-KIND CONTRIBUTIONS-ORDINARY	5,758.20	3,578.05	7,160.99	7,158.34	.00
IN-KIND CONTRIBUTIONS-CAPITAL	.00	.00	.00	.00	.00
UNITED WAY DESIGNATED DONATION	.00	.00	.00	.00	.00
INTEREST & DIVIDEND INCOME	92,444.78	50,722.83	92,924.58	92,924.58	.00
GAIN/LOSS SALE OF ASSET	6,405.61	15.45	.00	.00	.00
UNREALIZED GAIN/LOSS INVESTMENT	3,783.86	(7,789.66)	(8,524.78)	.00	(1.00)
MISCELLANEOUS REVENUE	688.96	324.00	583.69	583.69	.00
TOTAL SUPPORT	252,831.52	104,165.95	175,945.34	300,027.22	.71

St. Vincent's Home
PLANNING AND BUDGETING PROCESS
FISCAL YEAR 2002
TOTAL ALL PROGRAMS

	ADDITIONAL FY00	ACTUAL 1/2 FY01	PROJECTED FY01	PROPOSED FY02	% diff
REVENUE					
FEDERAL GRANT - Sped:	\$6,000.00	\$.00	\$.00	\$.00	\$.00
TITLE I GRANT	121,873.78	40,170.78	70,321.22	80,180.00	.14
FEDERAL GRANT - CHAPTER 2	.00	.00	.00	.00	.00
Federal grant- R-Rate	.00	36,513.00	286,524.00	313,000.00	.09
Other Grants	24,657.48	20,825.00	22,325.00	37,325.00	.67
SCHOOL LUNCH	172,469.15	84,322.90	163,303.49	155,406.00	(.05)
- ACUTE-RSS/S	.00	.00	.00	.00	.00
DEPT. OF MENTAL HEALTH	219,137.92	102,936.42	203,724.65	265,491.55	.30
DEPT SOCIAL SERVICES REVENUE	3,826,125.52	1,860,681.53	3,993,858.32	4,413,272.71	.11
DSS CLOTHING INCOME	73,925.00	71,260.00	145,757.07	145,757.07	.00
DSS BIRTHDAY INCOME	7,900.00	3,700.00	7,250.00	7,250.00	.00
DSS CHRISTMAS INCOME	15,391.00	14,500.00	14,700.00	14,700.00	.00
DSS/subcontracted	.00	.00	.00	.00	.00
DSS/Commonworks	4,758,688.39	2,342,618.03	4,707,056.26	5,255,118.36	.12
DSS unbilled	10,810.31	99,083.12	217,548.90	.00	(1.00)
DEPT YOUTH SERVICES REVENUE	29,086.20	.00	.00	.00	.00
DEPT EDUCATION REVENUE	580,295.24	308,204.79	589,357.18	655,941.72	.11
MA SCHOOL DEPTS REVENUE	2,312,046.56	1,423,336.01	2,802,767.89	2,987,685.86	.07
MA Schools Tutoring Revenue	.00	6,280.00	45,156.00	77,365.00	.71
OTHER MA GOVT FEES	18,247.62	.00	.00	.00	.00
NEW HAMPSHIRE (DCYS) REVENUE	.00	.00	.00	.00	.00
N.H. CLOTHING REVENUE	.00	.00	.00	.00	.00
RHODE ISLAND (DCYP) REVENUE	.00	.00	12,126.96	120,465.37	8.93
Rhode Island Clothing Allowance	.00	.00	107.00	107.00	.00
R.I. Clothing allowance	.00	.00	.00	.00	.00
R.I. MEDICAID	.00	.00	.00	.00	.00
THIRD PARTY REVENUE	22,200.00	4,740.00	4,740.00	.00	(1.00)
PRIVATE SUBCONTRACTED FEES	21,264.55	18,981.77	80,412.24	63,337.95	(.21)
MEDICAID REVENUE-MBHP	678,160.00	353,540.00	626,302.43	453,595.00	(.28)
MISCELLANEOUS INCOME	32,256.92	10,843.50	19,075.50	20,733.50	.09
FREE CARE	.00	.00	.00	.00	.00
ALLOWANCE FOR FREE CARE	.00	.00	.00	.00	.00
PRIOR FISCAL YEAR REVENUE	(1,715.64)	.00	.00	.00	.00
RELEASED FROM RESTRICTION	1.00	.00	(.75)	(2.34)	2.12
TOTAL REVENUE	12,928,620.92	6,802,536.85	14,012,412.56	15,066,729.75	.08
TOTAL SUPPORT & REVENUE	13,181,452.44	6,906,702.80	14,188,357.90	15,366,756.97	.08

St. Vincent's Home
 PLANNING AND BUDGETING PROCESS
 FISCAL YEAR 2002
 TOTAL ALL PROGRAMS

	ADDITIONAL FY00	ACTUAL 1/2 FY01	PROJECTED FY01	PROPOSED FY02	% diff
EXPENSES					
SALARIES AND RELATED					
SALARIES:					
SALARIES	\$.00	\$.00	\$.00	\$.00	\$.00
PROGRAM DIRECTOR	409,660.69	240,024.38	484,457.88	508,137.18	.05
PROGRAM MANAGER	196,554.97	102,496.76	202,743.47	193,497.95	(.05)
ASSISTANT PROGRAM DIRECTOR	126,038.77	64,628.56	157,729.37	205,377.85	
SUPERVISING PROFESSIONAL	.00	.00	.00	.00	.00
R.N. - NON-MASTERS	46,206.02	22,455.84	46,585.60	48,619.04	.04
L.P.N.	68,232.73	38,235.69	88,666.17	101,988.42	.15
SPEECH/LANGUAGE THERAPIST	25,350.00	12,846.06	25,846.06	24,959.97	(.03)
DIEITICIAN/NUTRITIONIST	.00	.00	.00	.00	.00
SPEC. EDUCATION TEACHER	198,628.56	127,393.93	274,015.80	526,588.27	.92
TEACHER	110,387.24	45,245.64	108,246.20	79,630.63	(.26)
Psychiatrist	29,057.47	25,846.16	53,697.72	102,621.40	.91
Social Worker, L.I.C.S.W.: Cro	.00	.00	.00	.00	.00
Social Worker, L.C.S.W.	31,225.29	19,649.06	39,544.68	40,022.95	.01
COUNSELOR	96,726.36	39,468.30	87,131.81	97,113.99	.11
CASE WORKER/MANAGER-MASTERS	42,001.36	38,547.70	85,921.99	99,733.88	.16
CASE WORKER/MANAGER	378,959.30	197,556.11	379,552.72	426,916.57	.12
DIRECT CARE/STAFF SUPERVISOR	453,227.77	232,487.57	476,530.24	519,112.76	.09
DIRECT CARE/STAFF III	.00	.00	.00	35,918.49	.00
DIRECT CARE/STAFF II	91,879.14	407,818.19	773,069.61	812,407.17	.05
DIRECT CARE/STAFF I	4,524,374.79	2,038,094.31	4,037,589.71	4,312,970.63	.07
PROGRAM SECRETARIAL/CLERICAL	157,438.43	84,837.01	184,673.47	200,902.24	.09
DIRECT CARE/HOUSEKEEPING	.00	.00	.00	.00	.00
DIRECT CARE/MAINTENANCE STAFF	183,857.18	97,003.21	169,495.27	135,479.11	(.20)
DIRECT CARE/JANITORIAL STAFF	38,800.02	27,760.65	61,297.94	74,613.78	.22
DIRECT CARE/GROUNDSKEEPER	9,104.43	5,469.65	7,773.94	3,334.00	(.57)
DIRECT CARE/DRIVER STAFF	.00	.00	.00	.00	.00
DIRECT CARE/COOK STAFF	223,714.25	115,458.04	244,462.71	252,641.28	.03
CHIEF EXECUTIVE OFFICER	105,107.46	49,138.76	106,222.13	106,918.94	.01
CHIEF FINANCIAL OFFICER	52,636.64	30,724.66	59,282.95	58,045.71	(.02)
ACCOUNTING/CLERICAL SUPPORT	411,008.26	204,242.39	432,313.17	515,933.83	.19
ADMIN/MAINTENANCE STAFF	20,875.58	11,716.05	20,642.94	20,477.32	(.01)
ADMIN/JANITORIAL STAFF	2,608.56	2,257.70	5,293.47	9,083.40	.72
ADMIN/GROUNDSKEEPER	1,118.86	676.00	968.08	556.37	(.43)
OTHER ADMINISTRATIVE STAFF	340,207.73	189,894.82	379,394.38	388,460.52	.02
CLERGY SUBSISTENCE	.00	.00	.00	.00	.00
STIPENDS	.00	.00	.00	.00	.00
TOTAL SALARIES	8,374,988.26	4,471,973.22	8,993,149.48	9,902,063.65	.10

St. Vincent's Home
 PLANNING AND BUDGETING PROCESS
 FISCAL YEAR 2002
 TOTAL ALL PROGRAMS

	AUDITED FY00	ACTUAL 1/2 FY01	PROJECTED FY01	PROPOSED FY02	% diff
SALARY RELATED EXPENSES					
FICA-EMPLOYER	\$617,228.37	\$326,108.44	\$670,235.35	\$757,583.71	\$.13
HEALTH INS TAX	.00	.00	.00	.00	.00
UNEMPLOYMENT EXPENSE	.00	.00	.00	.00	.00
WORKER'S COMPENSATION	266,978.52	117,665.52	255,664.77	315,133.00	.23
CHILD CARE ALLOWANCE	20,884.69	11,181.02	22,501.60	24,756.96	.10
HEALTH INSURANCE	424,391.20	229,111.49	490,930.83	502,035.12	.02
DENTAL INSURANCE	39,550.72	20,573.51	44,831.98	46,827.80	.04
PENSION & LIFE INSURANCE	134,139.29	85,549.30	157,585.56	158,434.00	.01
OTHER BENEFITS	50,415.95	33,712.70	58,792.70	63,844.43	.09
TOTAL SALARY RELATED EXPENSES	1,553,588.74	823,901.98	1,700,542.79	1,868,615.02	.10
TOTAL SALARIES AND RELATED EXPENSES	9,928,577.00	5,295,875.20	10,693,692.27	11,770,678.67	.10

St. Vincent's Home
 PLANNING AND BUDGETING PROCESS
 FISCAL YEAR 2002
 TOTAL ALL PROGRAMS

	AUDITED FY00	ACTUAL 1/2 FY01	PROJECTED FY01	PROPOSED FY02	% diff
OTHER OPERATING EXPENSES					
FACILITY LEASE	\$ 00	\$ 00	\$.00	\$.00	\$ 00
IN-KIND LEASE	.00	.00	.00	.00	.00
MORTGAGE INTEREST	255,310.81	121,123.44	237,489.50	218,699.08	(.08)
FACILITY DEPRECIATION	344,734.21	177,901.20	362,580.30	376,937.30	.04
FIRE & OTHER INSURANCE	(11,165.23)	16,816.17	33,683.25	35,330.31	.05
ELECTRICITY	123,887.83	60,646.96	143,185.77	154,659.69	.08
GAS HEAT	43,030.14	17,665.05	74,974.27	96,218.06	.28
OIL HEAT	19,151.18	8,360.35	26,600.88	28,010.71	.05
WATER & SEWER	16,012.74	10,186.64	22,265.96	23,435.31	.05
CONTRACTED LAUNDRY	11,615.65	5,831.00	12,887.03	13,570.09	.05
WASTE DISPOSAL	23,982.60	12,114.06	24,605.53	25,679.81	.04
BUILDINGS & GROUNDS MAINT.	169,224.66	69,000.87	133,979.99	140,272.73	.05
Janitorial Supplies	49,590.18	33,598.78	61,638.42	59,999.07	(.03)
RESIDENTIAL FURNISHINGS	28,723.27	10,329.39	16,462.11	14,996.84	(.09)
CLASSROOM FURNISHINGS	9,239.85	154.00	4,032.37	4,246.10	.05
OFFICE FURNISHINGS	6,290.90	1,844.77	3,777.91	3,978.12	.05
TELECOM EQUIP. MAINT. /SERVICE	66,876.80	23,927.36	60,338.87	63,068.82	* 1 .05
EQUIPMENT LEASE/RENTAL	13,909.08	11,438.70	22,980.47	23,935.67	* 2 .04
EQUIPMENT FINANCE CHARGES	.00	.00	.00	.00	.00
EQUIPMENT DEPRECIATION	181,685.40	95,075.64	172,523.91	299,020.38	.73
Depreciation-grant equipment	5,424.42	2,321.28	4,780.50	5,180.40	.08
Reimbursement for Occupancy	(875.00)	.00	.00	.00	.00
PROGRAM CONSULTANTS	16,499.55	10,917.00	23,816.00	50,520.65	1.12
DIRECT CARE SPECIALISTS	70,151.62	50,620.98	78,976.74	23,199.43	(.71)
PROVIDER STIPEND/REIMBURSEMENT	1,264.80	.00	.00	.00	.00
SUBCONTRACT DIRECT CARE	2,706.00	.00	.00	.00	.00
STAFF TRAINING	25,776.05	19,597.55	30,320.99	30,001.40	* 3 (.01)
PARKING & TOLLS	318.75	244.40	627.60	669.70	.07
STAFF MILEAGE	60,121.56	38,054.44	71,053.42	75,813.97	.07
FOOD	496,600.42	267,854.78	551,505.61	475,010.57	(.14)
KITCHEN SUPPLIES	32,730.89	22,969.44	42,587.19	35,105.27	(.16)
SM KITCHEN EQUIPMENT	.00	.00	.00	.00	.00
CLIENT TRANSPORTATION	6,648.80	5,622.90	12,340.30	12,000.34	(.03)
VEHICLE LEASE/RENTAL	83,540.75	24,117.58	37,287.45	87,820.00	1.36
VEHICLE FINANCE CHARGE	.00	.00	.00	.00	.00
OIL & GAS	41,717.64	23,233.97	46,147.10	49,239.01	.07
VEHICLE MAINTENANCE	49,329.42	20,883.93	41,691.93	11,999.98	(.71)
VEHICLE REPAIR	.00	.00	.00	23,001.17	.00
VEHICLE INSURANCE	16,912.55	11,012.10	22,027.45	23,503.26	.07
VEHICLE DEPRECIATION	3,188.34	666.66	997.58	3,166.74	2.17
INCIDENTAL HEALTH/MEDICAL CARE	.00	.00	.00	.00	.00
PHARMACY	2,039.70	183.89	337.94	359.57	.06
MEDICAL SUPPLIES	12,975.64	6,877.97	14,247.68	13,500.97	(.05)
SM MEDICAL EQUIPMENT	.00	.00	.00	.00	.00
PERSONAL ALLOWANCES	5,957.00	3,916.00	7,662.00	7,662.00	.00
VOCATIONAL STIPENDS	18,604.80	6,726.29	13,471.15	13,471.15	.00
OSS Clothing	72,277.06	40,499.21	149,785.77	145,756.52	(.03)
OSS Birthday Expense	7,400.00	4,111.38	9,360.95	7,280.77	(.22)

St. Vincent's Home
PLANNING AND BUDGETING PROCESS
FISCAL YEAR 2002
TOTAL ALL PROGRAMS

	AUDITED FY00	ACTUAL 1/2 FY01	PROJECTED FY01	PROPOSED FY02	% diff
DSS Christmas Expense	\$15,191.00	\$14,200.15	\$14,700.29	\$14,700.29	\$.00
PROVISION OF MATERIAL GOODS	18,034.90	25,862.91	18,533.01	18,533.01	.00
DIRECT CLIENT WAGES	.00	.00	.00	.00	.00
HYGIENE SUPPLIES	16,838.85	9,567.01	19,732.26	17,999.91	(.09)
HOUSEHOLD SUPPLIES	48,051.22	22,890.53	38,746.97	38,000.66	(.02)
INSTRUCTIONAL SUPPLIES	18,553.91	36,192.90	55,956.28	30,000.14	(.46)
INSTRUCTIONAL ACTIVITIES	14,876.18	4,374.74	9,927.74	10,215.72	.03
RECREATIONAL SUPPLIES	22,368.69	3,157.53	7,758.39	7,983.34	.03
RESIDENTIAL ACTIVITIES	70,490.72	23,525.37	43,625.58	44,890.75	.03
Creative Arts supplies	1,743.07	177.93	2,901.35	2,535.13	(.13)
Counseling Supplies	8,744.63	1,941.34	6,441.52	6,628.32	.03
OFFICE SUPPLIES	58,672.01	31,913.30	56,104.96	56,000.21	.00
TELECOMMUNICATIONS	104,598.56	48,204.58	96,522.15	100,575.91	* 4
PAYROLL ADVERTISING & RECRUIT.	90,341.16	23,705.21	58,265.49	60,650.09	.04
POSTAGE	15,803.47	18,597.04	23,542.93	23,999.79	.02
PRINTING	20,672.42	10,902.54	27,739.91	25,000.04	(.10)
PHOTOCOPYING	.00	2,643.87	4,833.47	4,000.24	(.17)
Computer Supplies	18,258.16	14,584.09	21,445.52	22,346.26	.04
Software supplies	699.95	.00	315.28	328.53	.04
Computer Maintenance/Repair	13,167.88	7,493.76	13,668.70	14,242.81	.04
WORKING CAPITAL INTEREST	.00	.00	.00	.00	.00
OFFICE EQUIPMENT LEASE	60,059.92	24,507.00	61,852.00	64,449.76	.04
Depreciation	23,861.10	11,350.56	18,833.38	15,059.94	(.20)
OFFICE EQUIPMENT FINANCE CHARG	.00	.00	.00	.00	.00
Office Equipment Maintenance	5,269.25	2,562.00	2,562.00	2,669.60	.04
ADMIN. VEHICLE LEASE	9,900.00	4,172.45	8,417.09	8,770.58	.04
ADMIN. VEHICLE MAINTENANCE	2,245.42	924.77	1,960.43	2,042.78	.04
ADMIN. VEHICLE INSURANCE	.00	524.40	1,048.80	1,092.84	.04
ACCREDITATION & LICENSING FEES	1,760.00	506.26	1,618.05	1,686.01	.04
PROFESSIONAL LIABILITY	.00	.00	.00	.00	.00
COMMUNITY OUTREACH	3,146.27	3,680.10	4,881.86	4,000.00	(.18)
COMM. OUTREACH-PRAY FOR CHILD	12.95	.00	.00	.00	.00
AUDIT FEES	40,250.00	40,250.00	40,250.00	40,250.00	.00
BANK SERVICE CHARGES	1,481.33	687.39	1,249.34	1,301.82	.04
CONFERENCES & MEETINGS	28,072.19	12,183.04	30,065.71	24,999.40	* 5
DUES, MEMBERSHIPS, SUBSCRIPT.	35,173.84	14,006.19	32,236.91	33,590.87	.04
LEGAL FEES	.00	209.70	209.70	218.51	.04
OTHER DEPRECIATION	.00	.00	.00	.00	.00
OTHER INTEREST	28,680.30	19,055.95	47,244.54	48,537.23	.03
PROFESSIONAL/ACCESS FEES	61,611.05	18,384.75	55,694.97	59,999.38	* 6
PAYROLL DATA PROCESSING	31,967.54	15,258.92	33,713.69	33,045.68	.04
MISCELLANEOUS EXPENSES	98.11	1,267.80	1,932.80	2,013.97	.04
GAIN/LOSS DISPOSAL OF EQUIP.	(300.00)	.00	.00	.00	.00
FUNDRAISING EXPENSES	18,838.17	10,749.02	10,889.73	7,500.00	(.31)
Capital Campaign Expenditures	.00	.00	.00	.00	.00
BAD DEBTS	.00	.00	.00	.00	.00
CHAPUL EXPENSES	8,438.55	3,314.07	7,379.04	7,688.95	.04
LATE CHARGES & FEES, ETC.	2,836.73	406.59	900.35	938.15	.04
MISC. NON-REIMBURSABLES	2,074.70	1,411.28	3,466.38	3,000.00	(.13)

St. Vincent's Home
 PLANNING AND BUDGETING PROCESS
 FISCAL YEAR 2002
 TOTAL ALL PROGRAMS

	AUDITED FY00	ACTUAL 1/2 FY01	PROJECTED FY01	PROPOSED FY02	% diff
Loss:	\$.00	\$.00	\$.00	\$.00	\$.00
Released from Restriction	.00	.00	.00	.00	.00
TOTAL OTHER OPERATING EXPENSES	3,298,995.03	1,721,793.17	3,458,140.46	3,537,807.58	.02
TOTAL EXPENSES	13,227,572.03	7,017,668.37	14,151,832.73	15,308,486.25	.08
EXCESS/(DEFICIENCY) BEFORE M&G	(46,119.59)	(110,965.57)	36,525.17	58,270.72	.60
ALLOCATED M & G EXPENSE	00	.00	.00	00	.00
EXCESS/(DEFICIENCY)	\$(46,119.59)	\$(110,965.57)	\$36,525.17	\$58,270.72	\$.60

ST. VINCENT'S
CAPITAL EXPENDITURES BUDGET
ALL PROGRAMS
FISCAL YEAR 2002

Category/Item	F/Y 02 BUDGET	FY 02 Deprec:
Land Improvements		
Landscaping	\$20,000	500
	\$0	-
Building Improvements		
HVAC classroom wing	100,000	2,500
cottage 4,6,8 subdivision	100,000	2,500
	0	-
Leasehold Improvements		
Dorm subdivision	60,000	1,500
Well connection	6,000	150
Life Safety improvements		
	0	-
Vehicles		
Dump Truck	25,000	2,500
Equipment		
Computer Equipment	84,748 X 7	14,125
Telephone system	107,364	5,368
Furnishings & Fixtures		
Student computer furniture	7,000	1,167
TOTAL CAPITAL EXPENDITURES	\$510,112	\$30,310